



Virginia Department of Juvenile Justice TRAINING ACADEMY

Schedule: January-December* 2015

(*Subject to change)

Basic Skills for Non-Security Staff

Initial 40 Hours of Training (required before directly supervising residents)

- ❖ February 2-6
- ❖ March 9-13
- ❖ April 13-17
- ❖ May 11-15
- ❖ June 29-July 6* (Continues through following Monday, due to Holiday. Can be taken in conjunction with remaining 72 hours, see below.)
- ❖ August 31-September 4
- ❖ November 2-6* (Can be taken in conjunction with remaining 80 hours, see below.)
- ❖ December 7-11

Remaining 80 hours of 120 Hours Basic Skills Requirement (Direct Supervision must have the entirety of 120 hrs within first year of employment for compliance)

- ❖ July 7-17[^]
- ❖ November 9-20[^]

[^] 8 hours remaining are CPR, AED, and First Aid which can be taken on Day 1 of any Institutional In-service (see below).

Institutional In-Service

Designed to meet agency and regulatory requirements broken down as follows:

- **Day 1: CPR, AED, and First Aid** (Required for Security and Residential Series, Teachers and School Administrators, and those serving as Administrator-On-Call. Optional for all others.)
- **Day 2: Communication and Resident Engagement** (Required for Security and Residential Series and those serving as Administrator-On-Call. Optional for all others.)
- **Days 3-4: Agency and Regulatory requirements** (Required for all employees who work at a JCC.)

- **Day 5: Handle With Care Recertification AND Personal Defense/Safety and Security for Direct Supervision Employees** (HWC: Required for Security and Residential Series and those serving as Administrator-On-Call; Personal Defense/S&S: Required for those serving as Direct Supervision Employees, including: Teachers, Behavioral Services, Counselors, Medical, Recreational, and any other non-security or non-residential employees who may provide supervision to residents. Optional for all others.)

Dates:

- ❖ February 9-13
- ❖ March 2-6
- ❖ March 23-27
- ❖ April 6-10
- ❖ April 20-24
- ❖ May 11-15
- ❖ June 1-5
- ❖ June 15-19
- ❖ July 6-10
- ❖ July 27-31
- ❖ August 10-14
- ❖ August 24-28
- ❖ September 14-18
- ❖ October 5-9
- ❖ November 2-6
- ❖ November 16-20
- ❖ November 30-December 4
- ❖ December 14-18

Essential Skills for Supervisors

(A **requirement** for supervisors effective January 1, 2014...See SOP Bulletin 2014-05 dated 10/8/2014 amending VOL IV-4.1-1.09 Orientation and Training to include requirements for supervisory staff)

Session 1

- ❖ Week 1: February 2-6
- ❖ Week 2: February 23-27

Session 2

- ❖ Week 1: March 9-13
- ❖ Week 2: March 30-April 3

Session 3

- ❖ Week 1: April 27-May 1
- ❖ Week 2: May 18-22

Session 4

- ❖ Week 1: June 1-5
- ❖ Week 2: June 22-26

Session 5

- ❖ Week 1: July 13-17
- ❖ Week 2: August 3-7

Session 6

- ❖ Week 1: August 31-September 4
- ❖ Week 2: September 21-25

Session 7

- ❖ Week 1: October 26-30
- ❖ Week 2: November 16-20

Essential Skills for Caseworkers (JCC Counselors and CSU P.O.s)

- ❖ March 16-20
- ❖ May 11-15
- ❖ July 20-24
- ❖ September 28-October 2
- ❖ December 7-11

Trainer/Instructor Essentials (Open to all DJJ employees who would like to develop their instruction and training skills)

- ❖ *PENDING*

Division of Education

Education In-service Training

- ❖ August 3-7
- ❖ August 10-14

Convocation Week

- ❖ August 17-21 at the Virginia Public Safety Training Center